



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY

Headquarters, 14th Combat Engineer Battalion (Corps) (Wheeled)
Fort Lewis, Washington 98433

AFZH-CEF

29 June 2004

MEMORANDUM Rugged Battalion Troopers

SUBJECT: Policy Letter #4 (Battalion Commander's Open Door Policy)

1. It is imperative to the morale, welfare, and combat readiness of this unit that the Chain of Command provide a strong and responsive atmosphere for dealing with soldier issues. I encourage soldiers to give their leaders a fair opportunity to solve their problems. I also urge members of the Rugged Battalion to take advantage of the many agencies and services provided by the Army to assist them, such as the Legal Assistance Officer, the Army Community Service, and the Chaplain.
2. If a personal problem is not successfully solved by the chain of command or there is an unresolved conflict with a senior member of the unit, any member of this command can contact me. During normal duty hours, you should contact the Adjutant at 966-6411 to request the use of the open door program. All requests will be scheduled within 24 hours. The visit can be at my office or at your place of duty when I visit your unit. In an emergency, call the Battalion Staff Duty Officer at 966-7039/7012.

RUGGED!

A handwritten signature in black ink, reading "M Brobeck", is positioned above the typed name.

MICHAEL W. BROBECK
LTC, EN
Commanding